

KHEDS FAQs

1. Q: *How should I handle students who audit classes?*

A: In the Registrations file, enter the number of credit hours of the course even though the student is getting zero credits. The Outcome will be "AUDIT".

2. Q: *In the New Undergrads file, how do I handle multiple placement tests?*

A: If more than one test is used, use the placement test used to place the student in a suitable course. If numerous test are used to place the student, pick the test that has the highest weight. If they all are weighted the same, pick the test with the best score.

3. Q: *I have an edit on my AY edit report that says "Total number of credit hours with a positive outcome in RG cannot be negative or more than the cumulative credit hours in SS". What does this mean?*

A: This is a new warning. We wanted a way to bring this area to the attention of the schools so they would just double check the credit hours they are reporting in the RG and SS files.

For cumulative hours earned in the SS file, we want all hours that count towards any degree or award – not just the specific degree/award the student may be going after. This is probably what you guys are doing, but again, we want to make sure the schools are reporting this correctly. For example, if the developmental courses offered at your school are not counted towards any award or degree, then you would leave those out.

In the registrations file, you will report all courses, including developmental courses if they passed.

Your warning could be correct and you won't need to do anything to correct it.

Student Financing FAQs

1. Q: *Why does KBOR need this information?*

A: NCHEMS & SHEEO list Financing Module as one of 15 Essential Characteristics of data system. They conclude "...including financial aid data in a postsecondary longitudinal database is a wise investment." This information assists in answer questions such as...

- Are we pricing students out of higher education?
- Is there a correlation between aid received, debt incurred and retention?
- As costs / aid availability change, how does composition of students change?
- What does student debt look like?

2. Q: Will I need to certify my SFM collection?

A: SFM is part of the AY collection and will be certified as part of AY.

3. Q: What do I do if I don't see a code (tuition type, tuition waiver, etc.) that fits what my institution does?

A: Contact IR Help at irhelp@ksbor.org . Provide as much information about the code as possible.

4. Q: I don't understand the difference between a primary cost record and a subsequent cost record?

A: Every student in Enrolled Flags must have a primary cost record for each term enrolled. Some students will have subsequent cost records if they have multiple tuition types. Which one you mark as primary or subsequent does not matter! Other costs (ex. Room & board, book & supplies, etc.) are **only** included with the primary cost record. (These costs must be reported as zero on subsequent cost records for that student for that reporting term to avoid duplicating costs).

5. Q: What do I do if a student and/or family pays for all education costs?

A: Record all periods in which the student is enrolled in the Students Costs file. Do not report anything in the Students Financing file.

6. Q: What students should be submitted in the collection?

A: All students that are reported in the Enrolled Flags file should also be reported in the Students Costs file and probably the Students Financing file unless they are 100% self pay.

SB155 FAQs

1. Q: Are HS students required to meet the same residency eligibility requirements as college students under K.S.A. 71-406 and 71-407 as applied to SB155? Or, since they are in HS, are they immediately eligible?

A: No. High School students only need to be residents of Kansas by the time they enroll/attend (i.e. no six month or other prior duration requirement.) Both the FAQ and Kansas Higher Education Data System (KHEDS) Reference Manual (developed by the Board office to provide the policies and procedures for the administration of the

program) state that only Kansas residents who also meet the K.S.A. 72-4417(c) definition of a “secondary student” will be counted for funding purposes. KBOR General Counsel has affirmed this interpretation.

- 2. Q: *With regard to SB155, are the residency requirements for the technical colleges the same as they are for community colleges?***

A: Yes. The requirements are the same. Please note that this is not the case for other types of funding reports.

- 3. Q: *A HS student attends HS in Kansas, but they actually live in a bordering state. Their legal address is not a Kansas address (although they do attend a KS HS). Can these HS students be submitted to KBOR for reimbursement under SB155?***

A: No – see response to question number 1 above

- 4. Q: *A HS student attends a HS in a bordering state, but they actually live in KS. Their legal address is in KS (although they attend a HS not in KS). Can these HS students be submitted to KBOR for reimbursement under SB155?***

A: No. The student has to be attending a Kansas high school